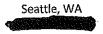
C.F. 314061

City of Seattle Notice of Appointment

Name:		 ☑ Executive Appointment ☑ Legislative Appointment 								
Lisa Fraser		☐ Agency Appointment ☐ PDA Council ☐ PDA Constituency								
Residential	Zip Code:	Contact Phone No.:								
Neighborhood:		(206) 812-0161	Proc. S							
Queen Anne	98109									
Appointed to:		Date of Appointment:								
Seattle Special Events		September 9, 2014								
Advocate Representati										
Authority (Ord., Res.)):	Term of Office:								
		From: Confirmation	A W E							
SMC 15.52.020 Comm	ittee membership	To: May 1, 2015	W m							
2008	l as Special Events Coi rge representative	nmittee Citizen Advocate Rep	resentative since April							
			•							
Authorizing Signatur	e:	Name and Title of Office Appointments:	eer Making							
E. J.	7	Mayor Edward B. Murra	y .							
- The same of the	- Mary Control of the									

Lisa M. Fraser



OBJECTIVE

To obtain a position that utilizes my leadership and management background and special event logistic experience to contribute to an effective results-oriented team within the organization by which I am employed.

KEY ATTRIBUTES

- Competent, committed, reliable professional with a proven record of success in assuming increased levels of responsibility
- Over 20 years experience in team management, executive leadership, special event logistics, budget management and proved implementation of productivity improvement processes
- Excellent written and verbal communication skills
- Effective team member who is comfortable both leading and collaborating

EMPLOYMENT HISTORY

SH Worldwide, Inc.

Vice President; Global Meetings and Events

- Management of 16 full time employees, 3 part time employees Management of all DMC/Registration/Event Services department sales and operations
- Consult for high level execution and logistics for corporate/association events
- Responsible for driving overall sales/profit goals
- Responsible for creating, implementing department efficiencies
- Responsible for department budgets
- · Overall company efficiencies

Vice President of Event Operations

- · Management of 6 full time employees, 3 part-time employees
- Management of all DMC operations
- Responsible for high level execution and logistics for corporate/association events
- Responsible for driving operation profit goals
- · Responsible for creating, implementing department efficiencies
- Overall company efficiencies

Director of Operations

- Management of 6 full time employees, 3 part-time employees
- Management of all DMC operations
- Responsible for high level execution and logistics for corporate/association events
- · Responsible for driving operation profit goals
- Responsible for creating, implementing department efficiencies
- Overall company efficiencies

Sr. Event and Program Manager

- · Management of 3 full-time employees
- Responsible for execution and logistics for corporate/association events

Sorrento Hotel

Food and Beverage Supervisor

- Management of 25 part-time employees including wait, bar and support staff
- Managed day to day operations of The Hunt Club, Fireside Lounge and summer restaurant Capri
- Responsible for meeting daily and monthly sales goes for all food and beverage outlets
- Responsible for hiring, scheduling and training all front of house food and beverage staff

TECHNICAL SKILLS

Microsoft Word, Excel, Publisher, PowerPoint, Outlook and Outlook Express, Quickbooks, Internet savvy

Seattle, WA 2010-Present

2008-2010

2004-2008

1998-2004

1994-1998

SEATTLE SPECIAL EVENTS COMMITTEE

Four members: Per SMC 15.52.020, all subject to City Council confirmation, one-year terms

- 0 Appointed by City Council
- 4 Appointed by Mayor

D*	G	Position No.	Name	Appointe d	Term Ends	Ter m#	Position	Appointed By
6	F						Citizen	
		1	Lisa Fraser	09/09/14	05/01/15	3	Advocate Representative	Mayor
6	M						Citizen	
		2	Tom Anderson	09/09/14	05/01/15	3 .	Advocate Representative	Mayor
5	M						Citizen	
		3	Oliver Little	09/09/14	05/01/15	2	Advocate Representative	Mayor
6	F						Citizen Advocate Representative	
		4	Philippa Hoshko	09/09/14	05/01/15	2	(Alt.)	Mayor
		5						
		6						
		7						
		8	·					
		9						

*Diversity

					(1)	(2)	(3)	(4)	(5)	(6)
	Men	Women	Vacant	Minority	Asian- American	African- American	Hispanic Latin@	Native- American	Other**	Caucasian
Mayor	2	2							1	3
Council								maner va		
Other Bodies			MINISTER PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS OF THE PROPERTY AND ADDRESS OF THE PROPERTY ADDR							
Total	2	2							1	3

^{**}Other includes diversity in any of the following: race, gender and/or ability